

# Society Of Broadcast Engineers (SBE), Inc.

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## DANTES Test Centers' Authorization

The Society of Broadcast Engineers (SBE), Inc., through its Ennes Educational Foundation Trust, authorizes military installations with authorized DANTES test centers to administer the SBE certification examinations.

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## Background

Some important background information about the SBE includes:

Number	SBE History
1	SBE was chartered in 1964 as a nonprofit corporation to promote the advancement of broadcast engineering and establish standards of professional education, training, and competence for persons engaged in the profession of broadcast engineering and its allied arts.
2	The governing body of the Society is the Board of Directors that consists of four officers and twelve directors. All members of the Board of Directors must hold valid SBE certification throughout their term of office.
3	The Board of Directors approved the SBE Certification Program in 1975, with the first certificates being issued in 1976. Since then, more than 5,000 persons have recognized the value of the program and been granted SBE certification.
4	In 1981, the Ennes Educational Foundation Trust of SBE was incorporated as a nonprofit corporation to further the technical training and education activities of SBE.
5	The Ennes Foundation Trust also administers the Ennes Scholarship Fund, awarded each year to deserving students in broadcast technical and related fields.

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## Description

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### Examination Description

The SBE Certification Program offers four levels of certification with examinations offered in three of those levels. The examinations cover:

- Basic electronics
- Radio, and
- Television.

**The two major areas of specialization (radio and television) have endorsements for various categories of specialization within them such as satellite uplink operation.**

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## Certification Criteria

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### Broadcast Technologist Examination

The **Broadcast Technologist** certification examination's number of examination questions and the subject areas of the questions are.

Examination	Number of Exam Questions/Description	Subject Areas
<b>Broadcast Technologist</b>	<ul style="list-style-type: none"><li>• <b>50</b> multiple-choice general examination questions for both radio and television or the applicant may indicate a choice of radio or television emphasis for question selection.</li><li>• Each examination's questions are computer-selected from a file of hundreds of questions so that every examination is different.</li><li>• <b>CORRECT ANSWERS ARE WORTH TWO POINTS EACH.</b></li></ul>	Consists of: <ul style="list-style-type: none"><li>• Electronic fundamentals</li><li>• FCC rules pertaining to operating tolerances</li><li>• Safety</li></ul>

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## Certification Criteria, Continued

### Broadcast Engineer Examination

The **Broadcast Engineer** certification area, the number of examination questions, and the subject areas of questions are:

Examination	Number of Exam Questions/Description	Subject Areas
<b>Broadcast Engineer</b>	<ul style="list-style-type: none"><li>• <b>50</b> multiple-choice questions for each endorsement covering the equivalent of <b>5 years experience</b>.</li><li>• EACH MULTIPLE-CHOICE QUESTION IS WORTH 2 POINTS.</li></ul>	Consists of: <ul style="list-style-type: none"><li>• Operating Practices</li><li>• Theory</li><li>• Problem Solving</li><li>• Safety</li></ul>

### Senior Broadcast Engineer Examination

The **Senior Broadcast Engineer** certification examination area, the number of examination questions, and the subject areas of questions are.

Examination	Number of Exam Questions/Description	Subject Areas
<b>Senior Broadcast Engineer</b>	<ul style="list-style-type: none"><li>• <b>50</b> multiple-choice questions for each endorsement representative of <b>10 years experience</b>. In addition, <b><u>one essay-type question</u></b> will be selected for each endorsement. The endorsement will be selected from the candidate's field of specialization, based on information provided in the application.</li><li>• EACH MULTIPLE-CHOICE QUESTION IS WORTH 2 POINTS; ESSAY IS WORTH 20 POINTS.</li></ul>	Consists of: <ul style="list-style-type: none"><li>• Operating Practices</li><li>• Theory</li><li>• Problem Solving</li><li>• Safety</li><li>• Supervision and Management</li></ul>

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## Certification Criteria, Continued

### Experience Requirement

The experience requirements for each of the SBE certification examination areas are.

SBE Certification Examination Area	Experience Requirement
Broadcast Technologist	<ul style="list-style-type: none"><li>• None.</li></ul>
Broadcast Engineer	<ul style="list-style-type: none"><li>• <b>5 years</b> suitable experience in broadcast engineering or related technology.</li><li>• The certification committee will consider experience in military electronics for credit toward the requirement.</li></ul>
Senior Broadcast Engineer	<ul style="list-style-type: none"><li>• <b>10 years</b> responsible experience in broadcast engineering or related technology.</li><li>• The certification committee will consider experience in military electronics for credit toward the requirement.</li></ul>

### Experience Credit for Education

Substitution of broadcast-related engineering education for experience may be made in the requirements for the Broadcast Engineer and Senior Broadcast Engineer examination as follows:

<ul style="list-style-type: none"><li>• A bachelor's degree will count as 4 years of experience</li></ul>
<ul style="list-style-type: none"><li>• An associate's degree will count as 2 years of experience</li></ul>
<ul style="list-style-type: none"><li>• Up to 4 years of related accredited education; i.e., military correspondence, etc., can be substituted, year for year.</li></ul>
<ul style="list-style-type: none"><li>• An applicant will not receive dual credit for years of experience and education that are concurrent.</li></ul>
<ul style="list-style-type: none"><li>• A state-registered professional engineer's license will count as 4 years experience for all levels of certification.</li></ul>

## Program Materials and Assistance

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**Brochures and Pamphlets**      Contact SBE directly to obtain brochures and pamphlets that provide information concerning SBE and its programs (see SBE address below).

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**Questions**      Contact SBE with any questions concerning the examination program by mail or telephone at the following address:

**Society of Broadcast Engineers, Inc.**  
**ATTN: Certification Secretary**  
**8445 Keystone Crossing, Suite 140**  
**Indianapolis, IN 46240**

**Phone: (317) 253-1640**  
**FAX: (317) 253-0418**

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## How to Order SBE Examinations

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**Ordering**      To order SBE examinations, follow these steps:

Step	Action
1	Using official stationery, the TCO prepares a letter requesting SBE examination(s).
2	The examinee completes the SBE application and gives to the TCO.
3	The TCO sends an official letter ordering examinations and a completed application and appropriate fees to:  <b>Society of Broadcast Engineers, Inc.</b> <b>8445 Keystone Crossing, Suite 140</b> <b>Indianapolis, IN 46240</b>

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## Certification Fees

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### Certification Fees

The examinee must adhere to the following SBE certification fee policies:

- No shows will be assessed the rescheduling fee for future examinations
- Checks should be made out to SBE, Inc., and forwarded with the completed application form.
- Money orders, Visa, or Master Card are also accepted.

**Applicants testing at DANTES test centers for certification or recertification purposes will find the application and examination fees in the instructions that accompany the “Program of Certification” booklet and the application forms.**

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## Administration

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### Military Administration

**ADMINISTER THE SBE EXAMINATIONS TO ELIGIBLE ACTIVE DUTY MILITARY AND RESERVE COMPONENT PERSONNEL ON AN UNFUNDED (EXAMINEE PAYS) BASIS UNLESS EXISTING MILITARY REGULATIONS PROVIDE OTHERWISE.**

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### Civilian Administration

DANTES Test Centers may administer the SBE Examination Program to the following civilians on **AN UNFUNDED (EXAMINEE PAYS) AND SPACE-AVAILABLE BASIS** according to local command policy and Service regulations:

- Retired military personnel
  - Military family members
  - Veterans, and
  - U.S. federal employees
  - Civilians.
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### CONUS Test Centers

CONUS test centers (including Hawaii and Alaska) must administer the SBE certification examinations during the scheduled national examination periods.

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## Administration, Continued

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### Postponing Administration

Examinations may be postponed if:

- The DANTES test center receives materials after the published date or
- The majority of examinees are unable to take the examinations on the published test dates for other justifiable reasons; (e.g., field exercises).

**Notify the SBE Certification Secretary if postponement is necessary.**

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## Scoring

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### Scoring Process/Report Receipt

The process TCOs should use for submitting examinations for scoring and report receipt is:

Number	Process
1	Following completion of all examinations, return <ul style="list-style-type: none"><li>• The completed examination</li><li>• Unused examination materials</li><li>• All notes, comments, and</li><li>• Scratch paper</li></ul> <b><u>immediately</u></b> to SBE (use the preaddressed envelope provided by SBE) by certified or registered mail.
2	SBE will score the SBE certification examinations contained in the DANTES envelope upon receipt of all materials
3	<b>Examinees will receive a report of test result approximately 4 to 6 weeks after the test dates.</b>

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### Certificates

Certificates suitable for framing will be sent to the DANTES TCO for presentation to the successful applicants.

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## Refunds

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<b>Refunds</b>	Fees to cover administrative costs are not refundable.
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## Retesting

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<b>Retesting</b>	Examinees retesting on the SBE certification examination may retest during the next national test administration period. The examinee must register and pay the retest fee.
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<b>Recertification</b>	If testing for recertification purposes, the examinee must register and pay the regular recertification fee.
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<b>Preparation Necessary for Retest</b>	<p>For individuals retesting due to failure to achieve a passing grade on the examination, TCOs should authorize retesting <b><u>only</u></b> if the examinee is sufficiently prepared for the test.</p> <p><b>Ensure all examinees are counseled prior to retesting. A review of the report which indicates the areas of strength and weakness will provide valuable information for counseling.</b></p>
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## Certification Maintenance

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### Certification Maintenance

Statements of SBE's policy for recertification requirements are.

Number	Recertification Requirements
1	Each of the levels of SBE certification is valid for 5 years.
2	The Broadcast Technologist can recertify by advancing to the Broadcast Engineer level by earning a passing grade on the proficiency examination in radio and/or television.
3	All other levels of SBE certification must renew by earning professional credit for continuing education or participation in industry activities.
4	For the professional credit requirement of the various levels, please refer to the "SBE Program of Certification" booklet.
5	Anyone holding a valid SBE certification may elect to recertify by taking the appropriate certification examination for that level or may upgrade to a higher level.
6	Persons who have maintained SBE certification continuously for 20 years, or are retired from regular full-time employment may be granted certification for life if they so request.
7	SBE certification can be withdrawn by the Certification Committee for: <ul style="list-style-type: none"><li>• Falsification of credentials</li><li>• Unethical behavior, and/or</li><li>• Failure to meet the "maintenance of certification" requirements.</li></ul>

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## Security

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### Test Loss or Compromise

Refer to part I of the *DANTES Examination Program Handbook (DEPH)* for complete instructions if there is a SBE test loss or compromise.

Contact DANTES immediately and refer to specific Service regulations for complete procedures. DANTES address is:

**DANTES  
Code 20F  
6490 Saufley Field Road  
Pensacola, FL 32509-5243**

**Phone: (850) 452-1360  
DSN: 922-1360  
Fax: (850) 452-1161**

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## Web Pages and E-mail Address

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### DANTES Web Addresses

Access the DANTES web pages at <http://www.dantes.doded.mil>.

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### SBE Web Address

Access the SBE web page at [www.sbe.org](http://www.sbe.org).

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### DANTES E-Mail Address

The DANTES Certification Program E-mail address is [certprog@voled.doded.mil](mailto:certprog@voled.doded.mil).